



Washington State Department of Early Learning

“Kids’ Potential, Our Purpose.”

10.3.2 Safety Plan Policy/Procedure Tip Sheet

When is it effective? October 1, 2010

What does it mean to me?

1. A Safety Plan may be used alone or in addition to the compliance agreement to address actions by a child care licensee, staff member or person residing in the home when child safety is an issue.
2. The Safety Plan is a temporary plan and must not extend beyond the closure of the DLR/CPS complaint investigation and licensing inspection.

What is important to remember?

1. The Safety Plan must not be used if the circumstances would normally require a suspension or revocation of a license.
2. DEL staff must take appropriate licensing action at any point during or after the completion of a Safety Plan if the safety of children cannot be ensured.
3. DEL will coordinate the implementation of a Safety Plan with DLR/CPS when the Safety Plan involves a child abuse or neglect allegation. DLR/CPS takes the lead in developing the plan and DEL reviews the plan.
4. The DEL licensor will document the Safety Plan and any follow up actions in FamLink within five business days.

Resources associated with the policy:

- 10.3.2 Safety Plan Policy
- 10.3.2 Safety Plan Procedure
- 10.9.1.8 Safety Plan Template

Training expectation:

- Supervisors are responsible for ensuring that all licensing staff have read and understand and follow all new policies as they are distributed.

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